

ORGANIZATION AND FUNCTIONS

**ARMY  
NATIONAL  
GUARD  
COMPUTER  
CENTER**

Headquarters  
Department of the Army  
Washington, DC  
15 January 1981

**UNCLASSIFIED**

# ***SUMMARY of CHANGE***

AR 10-82

ARMY NATIONAL GUARD COMPUTER CENTER

This regulation assigns the mission and functions of the Army National Guard Computer Center.

ORGANIZATION AND FUNCTIONS

ARMY NATIONAL GUARD COMPUTER CENTER

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By Order of the Secretary of the Army:

**E. C. MEYER**  
*General, United States Army*  
*Chief of Staff*

Official:

**J. C. PENNINGTON**  
*Major General, United States Army*  
*The Adjutant General*

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**History.** Not applicable.

**Summary.** Not applicable

**Applicability.** Applicability. This regulation

applies to the Army National Guard. It does not apply to the Active Army or the US Army Reserve.

**Proponent and exception authority.**

Not applicable

**Army management control process.**

Not applicable

**Supplementation.** Local supplementation of this regulation is prohibited, except upon approval of the Chief, National Guard Bureau. Request for exception, with justification, will be sent through command channels to the NGCC, 5600 Columbia Pike, Falls Church, VA 22041.

**Interim changes.** Interim changes to this regulation are not official unless they are authenticated by The Adjutant General. Users

will destroy interim changes on their expiration dates unless sooner superseded or rescinded.

**Suggested Improvements.** The proponent agency of this regulation is the National Guard Bureau. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) direct to the NGCC, 5600 Columbia Pike, Falls Church, VA 22041.

**Distribution.** Active Army, ARNG, USAR: To be distributed in accordance with DA Form 12-9A requirements for AR, Organization and Functions—D.

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## 1. Purpose.

This regulation sets forth the mission and functions of the Chief, Army National Guard Computer Center (NGCC). It also prescribes NGCC's command and staff relationships and channels of communication.

## 2. Applicability.

This regulation applies to the Army National Guard. It does not apply to the Active Army or the US Army Reserve.

## 3. Mission.

The mission of the Chief, NGCC is as follows:

a. Manage automation for the National Guard Bureau (NGB) and for the ARNG of the 50 States, Puerto Rico, the Virgin Islands, and the District of Columbia.

b. Provide central design for NGB systems development, implementation, and maintenance.

c. Operate a major data processing installation in the Washington, DC, area.

## 4. Functions.

### a. Automation management.

(1) Performs the functions and exercises authorities of an Army staff agency or major Army command (MACOM) for the selection and acquisition of ADP hardware and software and services in support of systems for which NGB is the assigned responsible agency (ARA) under AR 18-1.

(2) Provides advice and technical assistance to the Army Staff and MACOMs on the ARNG Management Information System (ARNGMIS).

(3) Establishes standards for the operation of the ARNG data processing installations (DPI).

(4) Is the principal NGB point of contact with HQDA for MIS, ADPE, and ADP resource matters.

(5) Manages and controls approved computer based information systems throughout their life cycle.

Resolves intra-agency ADP support requirements on priority conflicts.

(7) Evaluates requests for ADP requirements. Approves and prioritizes justified requests. Recommends elimination of redundant reports.

(8) Schedules, monitors, and conducts management reviews of the NGB-assigned DPIs.

(9) Provides technical ADP advice and assistance to the NGB and the States.

(10) Provides input to the progress reporting/economic analysis at the appropriate points in systems life cycle.

(11) Assists the NGB staff in preparing general and detailed functional systems requirements.

(12) As the ARA for assigned systems, prepares ADP project master plans and ADP input to economic analyses.

(13) Plans, programs, budgets, executes, controls, and reviews all ADP actions of the ARNG. This includes contractual administrative assistance to contracting officers for ADP system services and software and hardware in support of the NGCC mission.

(14) Identifies, collects, analyzes, maintains, and monitors data elements and codes that are used in assigned ADP systems in support of the DA Data Elements and Codes Standardization Program (AR 18-12).

(15) Conducts technical reviews of assigned operational ADP systems to insure conformance with current directives and procedures and effective and timely systems response to users.

### b. Systems development.

(1) Performs as a central design activity for analysis, design, integration, programing, documentation, testing, installing, maintaining, and modifying assigned ADP systems in response to NGB functional requirements.

(2) In conjunction with the NGB functional staff, prepares ADP systems specifications for acquisition of ADPE.

(3) Develops conversion procedures, test data packages, and instructional manuals for the operation of assigned ADP systems.

(4) Prepares system extension plans.

(5) Participates with the US Army Computer Systems Selection and Acquisition Agency during benchmark tests.

(6) Develops prototype evaluation test plans; assists users in conducting these tests.

(7) Provides technical assistance during the prototype test and evaluation by HQDA or other authority designated by HQDA. Conducts prototype tests as directed.

(8) Provides resource impact estimates for proposed functional changes.

(9) Makes functional software changes as directed and approved by the Director, ARNG. (10) Makes technical software changes.

(11) Directs, coordinates, and verifies the installation of all software changes.

(12) Maintains and distributes ADP systems software and related operating procedures and instructions concurrently with distribution of functional user manuals by NGB.

(13) Provides technical assistance and orientation on new ADP systems to the States.

### c. Computer operation.

(1) Provides full range of computer operation services. These include processing, report generation, and telecommunications for NGB-level applications.

(2) Operates the Army Multi-Media Exchange Computer Interface (AMME CLI) AUTODIN terminal system.

(3) Designs and maintains the computer operating systems and communications subsystems for the ARNG MIS.

(4) Develops systems in support of the AMME CLI for receipt, storage, and transmission of data traffic via AUTODIN between State DPIs and the NGCC.

(5) Determines and resolves system defects and malfunctions relating to manufacture of supplied software or hardware.

(6) Provides course materials and training aids for and conducts classes relating to the operation of remote terminals and input/output devices.

## 5. Command and staff relationships.

The NGCC is a field operating agency of the Chief, National Guard Bureau.

## 6. Channels of communication.

The Chief, NGCC—

a. May communicate directly with HQDA agencies, MACOMS, State adjutants general, US Property and Fiscal Officers, ARNG, other Government agencies, and private organizations on matters of mutual interest.

b. Maintains liaison with other DOD and Government ADP agencies in matters of mutual interest.

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